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County of Los Angeles
CHIEF EXECUTIVE OFFICE

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"To Enrich Lives Through Effective And Caring Service"

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September 03, 2013

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

26 September 3, 2013

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

**DEPARTMENT OF PUBLIC WORKS:
AS-NEEDED BUILDING-RELATED INSPECTION SERVICES
VARIOUS COUNTY PROJECTS
AWARD CONSULTANT SERVICES AGREEMENTS
(ALL DISTRICTS)
(3 VOTES)**

SUBJECT

The recommended actions will award and authorize the Director of Public Works, or her designee, to execute consultant services agreements for as-needed building-related inspection services for various County projects with the following firms in the small-size firm category: AIM Consulting Services; Anderson Penna Partners, Inc.; Gateway Science & Engineering, Inc.; and The "G" Crew; and will authorize amending the existing as-needed agreements with two medium-size firms and one large-size firm, awarded by the Board on March 19, 2013, to include the provision to automatically extend the contract expiration date relative to ongoing work.

IT IS RECOMMENDED THAT THE BOARD:

1. Award and authorize the Director of Public Works, or her designee, to execute consultant services agreements for as-needed building-related inspection services with the following four firms in the small-size firm category: AIM Consulting Services; Anderson Penna Partners, Inc.; Gateway Science & Engineering, Inc.; and The "G" Crew, each for a not to exceed amount of \$2 million, to be financed by Public Works' Internal Service Fund-Capital Project Management Program Budget and individual capital project budgets. The agreements will be for three years each commencing on the date of contract execution; however, where services for a given project have been started, but have not been completed prior to the stated expiration date, the expiration date will be automatically extended

solely to allow for the completion of such services.

2. Authorize the Director of Public Works, or her designee, to amend the existing as needed agreements with the medium-size firms of Koury Engineering & Testing, Inc. (PW13723) and Harris & Associates (PW13727), and the large-size firm of Bureau Veritas North America, Inc. (PW13726), to include the provision to automatically extend the contract expiration date where services on a given project have been started, but have not been completed prior to the stated expiration date, solely to allow for the completion of such services.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On March 19, 2013, the Board awarded agreements to two firms in the medium-size category and one firm in the large-size category. Also, as reported to the Board on that date, a new evaluation committee was convened to reevaluate the small-size firm category due to inadvertent oversights made by the original evaluation committee during the evaluation process. The following firms in the small-size firm category were determined by the new evaluation committee to be the four highest ranked firms and are recommended for award of contracts: AIM Consulting Services; Anderson Penna Partners, Inc.; Gateway Science & Engineering, Inc.; and The "G" Crew.

The contracts with these four recommended firms will include the provision to automatically extend the contract expiration date where services on a given project have been started but have not been completed prior to the stated expiration date, solely to allow for the completion of such services. We recommend that this provision also be incorporated into the existing agreements with the medium-size firms of Koury Engineering & Testing, Inc., and Harris & Associates, and the large-size firm of Bureau Veritas North America, Inc., which were awarded by the Board on March 19, 2013, to provide as-needed building-related inspection services.

Approval of the recommended actions will augment the Department of Public Works' (Public Works) building-related inspection services on an as-needed basis to meet the fluctuating demand of the County's capital projects construction program.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) and Integrated Services Delivery (Goal 3) by increasing our ability to handle irregular workloads in a responsive manner and provide responsive, efficient, and high quality public services.

FISCAL IMPACT/FINANCING

The maximum value of each consultant services agreement is \$2 million (\$8 million in the aggregate) for the four small-size firm category consultant services agreements.

Sufficient funds to finance work orders for these agreements are available in Public Works' Internal Service Fund-Capital Project Management Program Budget and individual capital project budgets. If work orders for capital projects are not encumbered directly in a capital project budget, the expenditures against Public Works' Internal Service Fund-Capital Project Management Program will be reimbursed through billings to Capital Projects.

The recommended action will have no direct impact on the County General Fund.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The agreements will be in the form previously reviewed and approved as to form by County Counsel. The recommended agreements were solicited on an open-competitive basis and are in accordance with applicable Federal, State, and County requirements. The agreements will contain terms and conditions supporting the Board's ordinances, policies, and programs, including but not limited to: County's Greater Avenues for Independence (GAIN) and General Relief Opportunities for Work (GROW) Programs, Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; and the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; Defaulted Property Tax Reduction Program, Los Angeles County Code, Chapter 2.206; and the standard Board-directed clauses that provide for contract termination or renegotiation. The agreements include a cost-of-living adjustment provision in accordance with the Board policy, which was approved on January 29, 2002.

Data regarding the firms' minority participation will be on file with Public Works.

The contractors were selected upon final analysis and consideration without regard to race, creed, gender, or color.

ENVIRONMENTAL DOCUMENTATION

The recommended actions are not a project pursuant to the California Environmental Quality Act (CEQA) because they are activities that are excluded from the definition of a project by Section 15378(b) of the CEQA Guidelines. The proposed actions, to award agreements for as-needed building-related inspection services and amend existing as needed agreements for these services, is an administrative activity of government, which will not result in direct or indirect changes to the environment. We will return to the Board, as necessary, for consideration of appropriate environmental documentation prior to commencement of any work recommended as a result of the inspections.

CONTRACTING PROCESS

On September 18, 2012, Public Works issued a Request for Proposals (RFP) to 26 firms for the as-needed building-related inspection services for capital projects. This contracting opportunity was advertised on the County's Doing Business with Us website. The RFP stated that a total of five firms would be awarded a contract as follows: two small-size firms (100 or fewer employees or less than \$14 million, annual gross revenue), two medium-size firms (between 101 to 1,000 employees or \$14 million to \$100 million, annual gross revenue), and one large-size firm (1,001 or more employees or over \$100 million, annual gross revenue). On March 19, 2013, the Board awarded two agreements to the medium-size firms (Koury Engineering & Testing, Inc., and Harris & Associates) and one agreement to a large-size firm (Bureau Veritas North America, Inc.). As reported to the Board on March 19, 2013, the 13 proposals in the small-size firm category were to be reevaluated due to inadvertent oversights made by the evaluation committee during the original evaluation process.

As a result, a new evaluation committee, consisting of representatives from Public Works was convened to evaluate the 13 proposals. The new committee determined that AIM Consulting Services; Anderson Penna Partners, Inc.; Gateway Science & Engineering, Inc.; and The "G" Crew, were the four highest-ranked firms based on the scoring of their written proposal and oral interviews. During the second evaluation process, Public Works received a protest letter from TYR, Inc., protesting the recommendation of the four highest-ranked firms for contract award. TYR, Inc., participated in the oral interviews in the first selection process but was not invited to participate in the oral interview phase with the second committee. Public Works has responded to their assertions and found their grounds for protest without merit. The RFP stated that two firms would be awarded contracts. However, due to Public Works' business needs and sufficient work to spread among several firms, we are recommending contract award to the four highest-ranked firms to provide the required services.

In addition, we are recommending to amend the existing agreements with the medium-size firms (Koury Engineering & Testing, Inc., and Harris & Associates) and the large-size firm (Bureau Veritas North America, Inc.), to include the provision to automatically extend the contract expiration date where services on a given project have been started but have not been completed prior to the stated expiration date, solely for completion of such services.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

These agreements will provide necessary as needed building-related inspection services to support various County construction projects in an efficient manner, enhancing the delivery of County capital projects.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Facilities and Asset Management Division, and the Department of Public Works, Architectural Engineering Division.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'WTF', followed by a stylized flourish and a horizontal line.

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SHK:DJT
SW:RB:rp

c: Executive Office, Board of Supervisors
County Counsel
Public Works